

SUPPLEMENTAL EDUCATIONAL SERVICES AGREEMENT

TITLE I, SECTION 1116(e) of ESEA PI-Q02-17 Elementary and Secondary Education Act (as amended)

I. GENERAL INFORMATION

ESEA, Section 1116(e)(3) AGREEMENT. In the case of the selection of an approved provider by a parent, the local educational agency shall enter into an agreement with such provider. Such agreement shall—

- (A) require the local educational agency to develop, in consultation with parents (and the provider chosen by the parents), a statement of specific achievement goals for the student, how the student's progress will be measured, and a timetable for improving achievement that, in the case of a student with disabilities, is consistent with the student's individualized education program under Section 614(d) of the Individuals with Disabilities Education Act;
- (B) describe how the student's parents and the student's teacher or teachers will be regularly informed of the student's progress;
- (C) provide for termination of such agreement if the provider is unable to meet such goals and timetables;
- (D) contain provisions with respect to the making of payments to the provider by the local educational agency;
- (E) prohibit the provider from disclosing to the public the identity of any student eligible for, or receiving, supplemental educational services under this subsection, without the written permission of the parents of such child.

This agreement is issued by the _____ (School District) with the _____ (Provider) to provide supplemental educational services to _____ (Student), beginning _____ (Date) and ending _____ (Date).

School District	Contact Person	Telephone Area/No.	
School District Address	City	State	Zip Code
Provider	Contact Person	Telephone Area/No.	
Provider Address	City	State	Zip Code
Parent/Guardian	Telephone Area/No.		
Parent/Guardian Address	City	State	Zip Code
Student	Complete if different than Parent Telephone Area/No.		
Student Address If different than Parent/Guardian	City	State	Zip Code

II. PURPOSE OF SUPPLEMENTAL SERVICES

Supplemental educational services are being offered to this student to increase her/his academic achievement. These services may include academic assistance such as tutoring, remediation and other educational interventions, consistent with the content, curriculum and instruction used by the school district and aligned with Utah's Core Curriculum Standards.

III. SIGNATURES

WE HEREBY CERTIFY that we have read this Supplemental Services Agreement and agree to its provisions.

Signature of School District Official •	Date Signed	Signature of Parent/Guardian •	Date Signed
Signature of Provider •	Date Signed	Signature of Student •	Date Signed

	IV. RESPONSIBILITIES/ASSURANCES	
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Payment to Provider

The school district agrees to pay the provider the amount indicated per child for each session of instruction provided for, up to a maximum payment of what is allowable by law.

a. Rate Per Child	b. Session Length In Minutes	c. No. of Weekly Sessions	d. Total No. of Sessions	e. Total Cost Item a x d.

Location of Services

Services will be provided in the following location:

Transportation

Transportation is the responsibility of the (Check One) ☐Parent ☐Provider ☐School District. The school district is not required to pay for transportation.

Assurances agreed to by Provider

The provider agrees to the following:

No disclosure will be made to the public of the identity of any student receiving services without the written permission of the student's parents.

Supplemental educational services will be provided consistent with applicable health, safety, and civil rights laws.

Supplemental educational services will be consistent with the instructional program of the student's school and class and the state's academic content and student achievement standards.

The provider will maintain financial soundness.

Instruction provided will be secular, neutral, and non-ideological.

Parents and designated school district staff will be kept informed of student's progress.

Responsibility of the School District

The school district will pay the provider the agreed-upon fees as stated above.

Designated staff will monitor progress of the student.

Designated staff will communicate appropriate classroom goals with the provider.

Other _____.

Responsibilities of the Parents/Guardians

Parents are expected to be active participants in the supplemental educational services program with their child. The provider is required to maintain communication with the parent (see above). In return the parent agrees to:

set the academic achievement goals with the provider and student.

communicate with the provider about any special needs of the student.

assure that the student will be present for services.

participate in at least one meeting per quarter with the provider.

review progress reports with the student.

Responsibilities of the Student

To be successful, students need to be responsible for their learning. The student agrees to:

help set academic achievement goals.

attend tutoring sessions.

complete assignments.

receive feedback on assignments.

ask questions and communicate with the provider.

share information with parents.

Termination Provisions

This agreement may be terminated for the following reasons:

The student misses more than _____ sessions without an excuse as determined by the school district.

The provider fails to comply with the above assurances.

The parent and provider mutually agree that the services aren't meeting the needs of the student.

In the event of termination prior to the time period stated above, payments shall be prorated and made only for services provided.

Other _____.

V. GENERAL PROVIDER PROVISIONS

The provider agrees to deliver services to the child for the purpose of helping him or her reach proficiency in meeting the state's academic achievement standards in math and/or reading.

Describe the services that will be provided to the student based on his/her needs and consistent with the content and instruction provided by the school district.

Check the appropriate form of instructional delivery.

- ☐ one-on-one tutoring services tailored to the student's learning needs
- ☐ small group instruction tailored to the student's learning needs
- ☐ Online services tailored to the student's learning needs

Describe the areas of instruction, related to the Utah Core Curriculum Standards, that will be the focus of the student's services.

Describe the objectives of the services and the timeline for meeting the objectives. Objectives are measurable, time-limited, and logically related to the purpose of the services.

Describe the assessment tools that will be used to measure the student's progress toward meeting stated achievement goals.

Pre-test assessment tool-

Post-test assessment tool-

Progress monitoring tool-

Progress monitoring frequency-

Describe how the student's parents and designated school district will be informed of the student's progress monthly. This communication will reflect ongoing progress monitoring and an indicator toward the achievement goal.

Outline the timetable for improving the student's achievement. In the case of a student with disabilities, the timetable will be consistent with the student's individualized education program under Section 614(d) of the Individuals with Disabilities Education Act.

Services will be provided: _____ hours per day For a total of: _____ hours of service
 _____ days per week
 _____ weeks

If Student has a disability or disabilities as defined under the Individuals with Disabilities Education Act, 20 U.S.C. § 1400 *et seq.* ("IDEA") or is covered under Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794 ("Section 504"), Provider agrees to the following description of how it will provide supplemental services to Student consistent with Student's individualized education plan ("IEP") under section 614(d) of IDEA or his/her individualized services under Section 504:

If Student has limited English proficiency, Provider agrees to the following description of how it will provide supplemental services to Student consistent with his/her language needs and abilities, including language assistance if appropriate:

